

**WAC 296-307-35018 What are the requirements for a fire prevention plan?** (1) You must develop a fire prevention plan for each part of the workplace if required by WAC 296-307-34006(1).

(a) The plan must be in writing, kept in the workplace, and made available to employees on request.

(b) An employer of ten or fewer employees may communicate the plan orally to employees rather than develop a written plan.

(2) A fire prevention plan must include:

(a) A list of all major fire hazards, including proper handling and storage procedures for hazardous materials, potential ignition sources and their control, and the type of fire protection equipment necessary to control each major hazard;

(b) Procedures to control accumulations of flammable and combustible waste materials;

(c) Procedures for regular maintenance of safeguards installed on heat producing equipment to prevent accidental ignition of combustible materials;

(d) Names or job titles of employees responsible for maintaining equipment to prevent or control sources of ignition or fires;

(e) Names or job titles of employees responsible for control of fuel source hazards.

(3) You must:

(a) Inform employees of the fire hazards to which they are exposed; and

(b) Review with each employee those parts of the fire prevention plan necessary for self-protection upon initial assignment to a job.

[Statutory Authority: RCW 49.17.040. WSR 98-24-096, § 296-307-35018, filed 12/1/98, effective 3/1/99. WSR 97-09-013, recodified as § 296-307-35018, filed 4/7/97, effective 4/7/97. Statutory Authority: RCW 49.17.040, [49.17.]050 and [49.17.]060. WSR 96-22-048, § 296-306A-35018, filed 10/31/96, effective 12/1/96.]